Weblink: http://www.mcmdavcw-chd.edu/iqac.htm
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Mehr Chand Mahajan DAV College for Women
Internal Quality Assurance Cell (IQAC)
Sector 36-A, 160036

IQAC Meeting May 4, 2018 Agenda

Item 1

Introduction of welfare Schemes for Teaching and Non-Teaching Staff and Students

Item 2

Speedy construction of 'The new Building' and Departmental Rooms

Item 3

Online admission of BA and other Classes

Item 4

Installation of ICT based Student Information System

Item 5

Student teacher ratio

Item 6

Any other item with the permission of the Chair

Vibha Sharma

Principal
Mehr Chand Mahajan
DAV College for Women
Chandigarh

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Minutes of IQAC Meeting : 4 May 2018

In the meeting of IQAC- 2018 held on May 4, 2018, the following issues were discussed:

Item 1 : **Welfare Schemes for teaching and non-teaching staff and students**

The members were urged to come out with concrete proposals – besides the existing schemes - to approach big corporate houses under the scheme of Corporate Social Responsibility to contribute funds/scholarships for needy and meritorious students. The amount thus collected could also be utilized for welfare schemes.

Action Taken: Specific welfare measures started for Sports Students

45: Free Boarding & Lodging in the Hostel. (+ 10 students in Sports Hostel)
80: Full fee concession to National Level Players.
25: Fee of Rs. 1000 to National Medal winners & International Players.

Specific students are also provided free Sports Equipment and free Coaching in the campus.

Item 2 : **Speedy Construction of 'New Building' and Department Rooms**

The house was also informed about the delays caused due to the non-submission of the building plans on-time by the architect. In this regard, it was suggested that the architect maybe asked to submit the plans in a timely matter.

The RUSA Coordinator raised the need for a technically qualified and experienced engineer to supervise construction & renovation work

Action taken : Mr. Swinder Singh (Retd.) has been hired by the College on Part-Time basis.

The Architect has been asked to expediate the matter of submission and getting the plans approved by the concerned authorities.

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Item 3 : **Online Admission of BA and other classes**

The house discussed the need to undertake online admission process to streamline the process. The house was informed that in case of certain classes the College follows the guidelines issued by DHE.

Mr. Gandhar advised that there should be transparency in the admission process. Thus for better clarification DHE should be approached.

Action taken : The admission process to the various classes was undertaken as per the following details:

Online Centralised Admissions as per PU/DHE guildelines were conducted for Sem – I of M.Com/B.Com/BBA/B.Sc. (Med) /B.Sc. (N-M)/ B.Sc. MFT/B.Sc. Computer Applications/BCA

Online Admissions were also conducted for the Sem – III of all the Post- Graduate Classes and the Sem – III and Sem –V of the Under-Graduate Classes.

In pipeline - The College intends to conduct online admissions for B.A. Sem – I from the next session.

Item 4 : **Installation of ICT based Student Information System**

Students' need to be aware of the various activities in the College was discussed. To strengthen the student information system, the installation of a large display screen in the college was recommended.

It was decided to install a large display screen in the College wherein information about achievement/achievement/notices will be regularly updated for the students

Action taken : The College Uploads information on the Website as well as its Facebook Page besides the notices on various Notice Boards on the Campus..
Information is also sent over students' WhatsApp groups.

In the process of displaying information on the screens in the gymnasium.

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Item 5 : **Improvement of student-teacher ratio**

To improve the teacher-taught ratio, it was decided by the house to reduce the student intake in the feeding classes besides starting construction of the Golden Jubilee Block.

Action taken : Intake in B.A. I/B. Sc. I has been reduced.

Item 6 : **Other Items taken up:**

1. **Washing Facilities & Shortage of water:** Apart from the above agendas the student representatives took up the issue of installing U-wash in the hostel blocks.
Action taken : The house was informed about near completion of and renovation of washrooms for the Staff and students.

   It was decided to install automatic washing machines in all blocks. 32 washing machines have been installed. Besides an improved laundry systems has been has been provided. The cost of the washing machines is 32 @ Rs. 15,700 = Rs. 5,02,400.

   Rain Water Harvesting System has been set up and Water Boosting System with the help of RUSA funds is also nearing completion.

2. **Mentoring System:** The house was informed about the mentoring system initiated in the College and the need to improve it.
Dr Geeta Bhagat stated that for mentorship programme college could tie up with a professional company. She informed that the company can be asked to conduct a few seminars / workshops in the College.

   On this Mr. Gandhar advised to continue with the ongoing mentorship system as teacher-student bond could prove to be more successful as compared to the one of student-professional.

   Action Taken : The mentoring system has been improved by re-allotting students to their subject teachers rather than random allocation.

Vibha Sharma

Principal
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